

CALIFORNIA CHILDREN & FAMILIES COMMISSION

**Thursday, November 15, 2001
Employment Development Department
Auditorium
722 Capitol Mall
Sacramento, CA 95814**

Agenda Item 1 -- Call to Order.

- The meeting was called to order by Chairman Reiner at 8:45 a.m.

Agenda Item 2 -- Roll Call.

- Present were Commissioners Kim Belshé, Susan Lacey, Louis Vismara, Karen Hill-Scott, Theresa Garcia and Chairman Rob Reiner. Commissioner Glen Rosselli arrived later. Commissioner Sandra Gutierrez was absent.

Agenda Item 3 -- Approval of Minutes, September 20, 2001 State Commission Meeting. (ACTION)

- Changes/Corrections: Page 3, the middle of paragraph 1 should read “This RFP will have disaggregated data on children and populations being served.” It was suggested that the public comment on Item 11, page 4, Public Policy Institute of California report on the Conditions of California’s Young Children, be summarized and included in the minutes.

Public Comment: It was pointed out by Gene Lucas that his public comments regarding Item 12, page 4, CCFC Business Plan, and his perception of a lack of research and development this year and last, were not captured.

Action by Commission: Chairman Reiner moved, seconded by Commissioner Lacey to approve the October 18th, 2001 minutes. The motion passed unanimously.

Agenda Item 4 -- Chairman’s Report

- Chairman Reiner reported that on November 1, 2001, the Commission launched its new multi-lingual paid media campaign that includes new television, radio, print and outdoor ads. The Commission received 2,000 calls on its 800 line on the first day of the ad campaign. As a statewide campaign, the ads reach into each

corner of California, with a fairly even distribution throughout each region. Videotapes of the ads have been sent to State Commissioners and County Commissions. In addition, the Kit for New Parents was launched and is now in distribution. The chairman noted that several teachers asked if the Kit could be part of their curriculum.

- Chairman Reiner reported that he spoke at the Safe Schools Statewide Conference on November 14, entitled "School-Law Enforcement Partnership, sponsored by the California Department of Education and the California Attorney General. The chairman advised participants on how they would play a role in the School Readiness Initiative.
- Chairman Reiner reported that he will be speaking at a second event related to the Safe from the Start Initiative. He will participate as a panelist at the National Association of Attorneys General, Winter Conference on December 6, 2001 in Newport Beach. The panel includes California Attorney General Bill Lockyer, Dr. Bruce Perry and Secretary for Health and Human Services Grantland Johnson.
- Commissioner Vismara asked if Safe From the Start is actively working with other similar types of organizations, e.g., Project Help, Fight Crime, Invest in Kids. Chairman Reiner informed the Commission that they were working with Fight Crime, Invest in Kids.

Public Comment: Gene Lucas applauded the Commissions for increasing availability of the Kit and recommended that childcare facilities have access to the Kit. He recommended providing the kit to parents of children up to the age of 6 months to a year. Mr. Lucas also recommended that the State Commission fund county distribution of the Kits.

Agenda Item 5 -- Executive Director's Report

- Jane Henderson reported that Governor Davis announced that he has called for \$2 billion in cuts to the State Budget. This will effect low performing schools, as well as the \$24 million which was set aside for CalWORKS recipients and the working poor. This information is available in detail on the Department of Finance website. This cut will fall very hard on the counties. Ex-Officio Member Theresa Garcia said there should be no decrease in current education programs, as the proposed cuts relate to programs that are not yet in place.
- Assemblywoman Chan has been holding hearings of her select committee on Children's School Readiness and Health. There will be a total of four hearings , which will result in recommendation s for the legislative agenda.

- Commissioner Belshé recommended inviting the Assemblywoman to participate in the health panel convening to inform the State Commission.
- There are four panels convening before February. They are health, childcare, research and county commission recommendations. Commissioner Vismara recommended that health studies should include basic neuroscience.
- Jane Henderson previewed the web based mapping system to be presented at the next meeting. She encouraged everyone to visit the Commission's website to access research documents, the work of the Commission's Advisory Committee on Diversity, information on the Kit for New Parents, data on children 0-5 by county, links to all the county commissions, and to some key state agencies. She reported that the website is a resource tool.

Public Comment: Donita Stromgren urged the Commission to take an official stand on the budget and to encourage the Governor not to balance the budget on the backs of kids, and indicated that while Prop 10 is putting money into the system for kids, the Governor is pulling it out.

Gene Lucas asked when the Central Valley Project would be on the agenda for the State Commission, and expressed his support for the proposal.

Agenda Item 6 -- California Children and Families Association Report

- Steve Barrow, Executive Director of the CCAFA, provided highlights of the Association's monthly meeting:
 - The David & Lucile Packard Foundation awarded another \$1 million to the Association for continued TA support.
 - The State Commission was applauded for their work on their Business Plan, and the Association will be submitting their written comments on the Business Plan to the State Commission next week.
 - County Commissions will reach consensus on issues for the county commission policy panel to focus on at the Commission's February retreat. CCAFA will get the issues to the State Commission in December.
 - CCAFA will be identifying options for minimum funding for small population counties. Steve Barrow expressed two core messages from CCAFA's discussion of this 1) If Prop 10 is to make a difference, we must ensure that all counties have a structure to support the provision of services; and 2) the counties will not support any statutory change to revise the formula.

- CCAFA will be defining its policy platform, and requested that State Commission staff and Commissioners to join them for the all day meeting on December 13.
- CCAFA representatives are working with State Commission staff on TA, and are very happy with the relationship and appreciate the work of the State staff.
- Commissioner Belshé emphasized the importance of the CBO outreach effort as a major component of the overall public education campaign.
- In her farewell speech, outgoing President of CCAFA, Dorinda Ohnstad, recalled the development of the Association to the Commission. Ms. Ohnstad presented a short speech on current relationship between the State Commission and Association and what the pair has achieved and will achieve in the future. She offered some heartfelt final words to the Commission. “Prop 10 is not just a job, we live and breathe Prop 10.”
- Chairman Reiner presented Dorinda Ohnstad with an award from the Commission in recognition of her work over the past year and a half with the Association.

Agenda Item 7 – State Commission Guidelines (ACTION)

Emily Nahat presented this item.

- Reflective of its ongoing commitment to addressing diversity, the Commission on October 18, 2001, formally adopted the Equity Principles developed by its Advisory Committee on Diversity. The Commission took formal action to have this new section on the Equity Principles included in the CCFC Guidelines. As a fully integral component of the CCFC Guidelines, County Commissions are strongly encouraged to use the Equity Principles in their work to ensure that the programs and services established and supported by Prop 10 funds are both culturally and linguistically competent and inclusive in serving children with disabilities and other special needs.

Discussion: Commissioner Vismara asked how the principles would be applied at the local level. Emily Nahat informed the Commission that staff has a multi-pronged approach. Staff is working on a short term TA project and a long term TA project. One aspect of the TA will be the use of the principles. The Diversity Committee will be developing a county level implementation plan.

Action by Commission: The motion to approve was seconded and passed by vote without dissent.

**Agenda Item 8 – Attorney General’s Advisory Opinion on
Supplantation/Supplementation (ACTION)**

- The Commission considered an advisory opinion presented by the Commission’s attorney, Frank Furtek of the Attorney General’s Office, providing guidance on the issue of supplantation and supplementation. The advisory opinion deals with the issue of supplantation as it relates to existing levels of services and funding. The opinion has been reviewed by the County Counsels Association and they have agreed that the opinion should be released. It is the County Counsels Association’s opinion that a formal opinion of the Attorney General be requested.
- The advisory opinion clearly defines the terms ‘supplementation’ and ‘supplantation’ for their intended use.
- Commissioners asked about the process for requesting a formal opinion from the Attorney General. A member of the County Counsels Association may request a formal opinion. The opinion will take 6 months to be produced.

Discussion: Commissioner Hill-Scott asked if there was a way that language could be developed that would define supplantation as an external entity coming in and claiming certain funds when the primary governance of those funds rests with the Commission. Joe Munso advised that the opinion had to be based on the existing Prop 10 statute.

Public Comment: Jenny Taschiff Sonoma County, asked for clarification of the last sentence of the opinion. How far does the word “were” look back? Sonoma County is looking at ways to decrease pre and perinatal substance abuse. There is a very effective program whose funding has been cut and is currently looking for further funding. County money did, at some time in the past, support this program. Frank Furtek stated that questions such as this should be submitted to staff for further consideration. Commissioners recommended that such questions would be more appropriately addressed to local county counsels.

Action by Commission: The motion to adopt was seconded and passed by vote without dissent.

Agenda Item 9 – Healthy Families Outreach Proposal (ACTION)

- This item was deferred.

Agenda Item 10 – Technical Assistance for County Commissions (ACTION)

- Richard Iniguez presented this action item. In July of 2001 the State Commission authorized up to \$1M for short-term TA support for fiscal year 2001/2002. Recently staff has put together a mini grant program to implement short-term grants to counties that are going to apply for the School Readiness phase one period. Staff has received requests from 18 counties, totaling \$315,000. Staff is in the final stages of working with UCLA to construct an interagency agreement to provide TA services for the next nine months. There is up to \$685,000 available for this project. There are a variety of TA services available. There are services available through the County Association and their contract with CHI.
- The current RFP being developed is for a three-year period. The contract is intended to provide a coordinated and consistent approach to address TA needs across diverse counties and to provide a single point of contact for counties to assist them in achieving results for California's youngest children and their families. Since October, staff has formed a Joint TA planning workgroup with county commissions. The workgroup met in October in San Diego. A draft RFP scope of work has been developed. Four TA categories have been developed: best and promising practices, building capacity for local training and consulting, coordination with other TA providers and contractors, and administrative and reporting functions. Responses to the TA RFP will be due in March with the evaluation due approximately one month later, and the notice of intent to award in April, 2002. The contract will be awarded on April 29th, 2002. The contract effective date will be June 1st, 2002 with termination in May 2005. The Commission was asked to authorize staff, in collaboration with county partners, to finalize and release the RFP.

Discussion: Chairman Reiner asked what the funding level for this project would be. Jane Henderson stated that current spending for TA was in the range of \$2M/year. Steve Barrow stated that the Association spends over \$1M/year. Jane Henderson explained that the Commission does not want to influence the bids by attaching a dollar amount to this RFP. The proposals should be competitive. Commissioner Hill-Scott noted that there are many shared TA problems across counties and asked if staff has been keeping a record of the services provided in order to optimize service. Commissioner Belshé asked how the value of these TA activities may be assessed. Richard Iniguez indicated that the question of value

could be addressed in the evaluation component of the project. Steve Barrow stated that there has been and hoped there would continue to be a very close working partnership with the county members that have been identified and that the RFP should go out only with consensus that it has been structured to serve the county needs. Commissioner Belshé remarked that it goes without saying that a state contract for TA going to the counties would be developed in partnership with the counties. Steve Barrow clarified that the partnership between the State Commission and the local commissions is an evolving process. Commissioner Hill-Scott stated that there must be an explicit agreement over what the money will be spent on. Commissioner Hill-Scott stated that if it costs so much for TA, why not just hire more qualified people that will require less TA. Dr. Henderson assured the Commission that the State and county commissions have worked long and hard to gain a mutual understanding, and have accomplished that. Dorinda Ohnstad said that from the county commissions' perspective, there is consensus. Chief Deputy Director Joe Munso stated that the RFP can be brought back to the Commission in December if there are problems or issues to deal with.

Action by Commission: The motion to approve was seconded and passed by vote without dissent.

Agenda Item 11 -- Commission Meeting Calendar (ACTION)

- Joe Munso presented this action item. The Commission considered a schedule of events for upcoming meetings and decided to meet in December on the 11th, which is a Tuesday rather than Thursday.

Action by Commission: The motion to approve was seconded and passed by vote without dissent.

Agenda Item 12 -- CCFC Strategic Business Plan

- Joe Munso presented this discussion item. The County Association is in the process of reviewing the business plan. The detailed work plans in the back of the document are currently being finalized. The next version will have more detailed discussion in terms of how the plan will be used in the future, how it will be updated, and updated financial information. Staff will provide updates based on the Association's input. The final plan will be presented in December.

Agenda Item 13 – Update on Statewide Data Collection and Evaluation RFP

- Patricia Skelton presented this discussion item. At the October 18, 2001 Commission meeting, the State Commission approved for release and funding, in the amount of up to \$23M, a Request for Proposal for Statewide Data Collection and Evaluation of Proposition 10 Funded Programs, with the direction that certain aspects of the RFP needed to be amended prior to release. The hiring date for the contractor is still February 28th, 2002. The RFP was advertised in the State Contract Register on November 5th, 2001. The RFP will be released to each firm that requested a copy on November 19th, 2001. During the final edits to the RFP, the following Commissioner concerns were addressed.
- Framing of evaluation: New language was inserted to stress that the evaluation of Proposition 10 programs should focus on the concept of “Value Added”, and should not be limited to a view of money spent per child.
- Phased implementation: Clarifying language was inserted to define that the implementation of Research and Evaluation activities related to the School Readiness Initiative is intended to be a “phased-in process” with the core data elements and evaluation methodologies becoming increasingly sophisticated over the life of the contract.
- Additional research efforts: The RFP contains additional language that requires the winning bidder to recommend and then perform, as directed, additional research studies/evaluation efforts for both the statewide Proposition 10 evaluation effort and the School Readiness evaluation effort. The additional research studies to be performed by the winning bidder should include, but not be limited to, comparison studies, cost/benefit analysis and best value analysis. In addition, the winning bidder will be required to recommend the design for a longitudinal study related to the School Readiness Initiative.
- Framing of School Readiness Evaluation: Evaluation of the School Readiness Initiative is specifically framed to allow stakeholders (Governor, Legislators, etc) to assess: 1, the effectiveness of the School Readiness Initiative in improving children’s readiness for school, and 2, the effectiveness of the School Readiness Initiative in improving school’s readiness for children.
- Equity Principles: In keeping with the adopted Equity Principles, the following areas were addressed: 1) A requirement was added that the competing firm must demonstrate their experience in the utilization of disaggregated data in their evaluation process. 2) A requirement was added to require that the competing firms demonstrate experience in evaluating programs to determine their effectiveness in serving diverse populations. 3) A requirement was added to

require that the winning competitor provide recommendations as to how to utilize the Equity Principles in assessing Proposition 10 and School Readiness Initiative effectiveness.

Discussion: Commissioner Hill-Scott asked staff if the final RFP addressed her concerns regarding the 25page limit on the proposal. Staff informed the Commission that the limit had been removed. Commissioner Belshé asked staff how effectiveness will be evaluated. Jane Henderson stated that bidders will be asked to design the research questions to assess the effectiveness of the program. There are some data contained in the Proposition 10 Outcome to be Achieved document. She added that the Commission will not be asking for individual child assessments, rather “indicators” will be the focus. The commissioners were also invited to help design a tool for assessing efficacy.

Agenda Item 14 – Advisory Committee on Diversity Update

- Commissioner Vismara presented this discussion item and provided a brief overview of the four main issues discussed at the last Diversity Committee meeting. There was a full discussion with regards to the adoption of the equity principles. There was consensus that the passage of these principles underscored the beginning of the work that needs to take place to fully implement the principles. Some suggestions included 1) adding a session at the annual CCFC conference on equity principles and discuss how they could be used and implemented at the state and local levels, 2) distributing the material to other state agencies, and 3) development of a “user friendly” version of the document. The utilization of data sources was discussed at the Diversity Committee meeting last month. There was a lengthy discussion on the Committee’s role in the review of CCFC reports/projects. The Central Valley Farm Workers’ proposal was also discussed at the last meeting. The Committee expressed support for the proposal, but expressed concerns about the proposal being well defined in terms of objectives, that it embrace an inclusive planning process, that there is an affirmation of the selective strategies, governance, and appropriate child care. A workgroup is being developed to address the following: 1) review the list of questions that have been asked by both the State Commission and the Advisory Committee, 2) determine which questions can be answered now with the existing data, 3) what additional resources and potential partners will be needed for future work, 4) establish a timeline for when the request for the planning grant will come back to the State Commission, and 5) get a sense of what subsequent long term implementation will be needed.

- Commissioner Vismara also updated the Commission on the activities associated with the strategic plan being developed by Sonoma State University. There were three regional stake-holder forums/focus groups held in November. The purpose of which was to bring together parents, providers and policy makers. After an initial overview the main group broke into four subgroups that dealt with issues of unique needs of children with disabilities, family focus services, issues of child care for children with disabilities, issues of accountability, leadership, coordination, and use of existing resources. The group then came back together to discuss their findings. The groups then broke into subgroups again to identify goals and strategic plans by which Proposition 10 could make a difference. Eight major areas were identified; 1) Stigma and public awareness, 2) targeted funding for diversity, 3) data collection system, 4) working with existing systems, 5) advocacy and parent leadership, 6) capacity building, 7) quality service availability and 8) gaps in categorical programs. On January 8th there will be a statewide synthesis in which representatives of each of the focus groups will come together with other policy makers to share their findings.

Discussion: Chairman Reiner asked when the Central Valley Farm Worker proposal would be presented to the State Commission. Barbara Marquez stated that the Commission could expect it at the February Commission meeting. Commissioner Belshé stated that it is important that the Commission be speaking with one voice to the seven county partners and that the principal line of communication be coming from Jane Henderson and her staff. Commissioner Vismara stated that it was the charge of the Diversity Committee to address issues such as inclusive planning, well-defined goals and objectives, strategic planning, governance, etc. Chairman Reiner made it clear that the Commission feels this is a very important project. There was a general discussion about the role of the Diversity Committee with respect to this project, with the Commission concluding that the responsibility for taking action and providing direction to the applicants of this project rests with the Commission itself. Commissioner Belshé stated that there are questions posed by the State Commission at the last meeting that have yet been answered, namely, the \$50,000 planning grant money. Commissioner Vismara suggested that the Diversity Committee could be used to determine if the workgroup is successful in defining those questions and in yielding a definite product. The product could then be disseminated before the Diversity Committee meeting. Commissioner Hill-Scott expressed concern over the level of difficulty experienced in the planning phase of this project. The discussion moved in the direction of reconstructing the project. The present plan for moving this project forward is to conduct a conference

call on November 29th. Commissioner Belshé stated that the conference call should go forward between the Diversity Committee, staff, and the seven counties. The Commission will hear from staff and the counties as to what the next steps should be.

Public Comment: Donita Stromgren expressed her hopes that the Central Valley child care programs will be active participants in any planning. There is an active child care initiative program that does extensive training with Spanish speaking providers in that area, but there has been no collaboration with them so far.

Gene Lucas spoke in favor of this project. Mr. Lucas pointed out that it would provide for home delivery of the Kit for New Parents. Mr. Lucas stated that Hispanics respond best to face-to-face interaction. Mr. Lucas noted that this is an opportunity for the Commission to conduct valuable research.

Agenda Item 15 -- School Readiness Initiative

- Roberta Peck presented this discussion item. There are implementation funds available to help counties with startup and planning issues. There are 29 applications at this point requesting \$3.75M. There are 30 intents to participate. The due date is December 15 for the counties to notify the Commission of their intent to participate. Orange County has submitted an application and this application is being used as a beta test for the statewide review process. Staff met with the Orange County representatives to review the recommendations with them. One of the recommendations was to recommend that six of the school readiness applications go forward in phase 1a that represents 19 schools in 6 districts. The Orange County Commission (OCC) showed a strong vision for School Readiness, they have a very strong county level collaboration as well as local community level collaborations. The OCC focused on trying to provide a variety of models and strategies, showing things that are based with early care and education, adult education, and job locations. They also have some ideas on how to improve the RFF and in identifying certain TA needs.

Discussion: Jane Henderson thanked Orange County for its participation.

Agenda Item 16 -- School Readiness Master Plan

The Commission received an update on the work of the School Readiness working group of the Legislature's Joint Committee to Develop a Master Plan for Education (K-University).

- Commissioner Karen Hill-Scott presented this discussion item. Issues were presented and potential recommendations of the Master Plan group were shared with the Commission.
- Our approach
 - i. Comprehensive in basic coverage
 - Family supports and flex services.
 - Health care reporting and service provisions.
 - Articulation to K-12.
 - ii. Fourteen Sub-groups.
 - iii. Focused on early care and education settings.
- 5 Dimensions of “Readiness” in children
 - i. Physical well-being and motor development.
 - ii. Social and emotional development.
 - iii. Approaches to learning.
 - iv. Language development.
 - v. Cognition and general Knowledge.
- Curriculum and Pedagogy
 - i. Developmental, interactive and curriculum based experiences.
 - ii. Curricula based on K-12 Standards and Pre-K Guidelines, including appropriate pedagogy for special populations.
 - iii. Emphasis on dual language development for all children.
- Accountability
 - i. Assessment appropriate to curriculum to evaluate each child’s progress.
 - ii. Assessment appropriated to pedagogical model to improve instruction, curricula, and program.
 - iii. Informing accounting for the benefit of parents and educators formulating each child’s educational plan.
 - iv. Database automated for electronic transmittal to any school the child attends.
- Facilities
 - i. Multi-modal delivery system
 - Improved licensing standards.
 - Public and private auspices.
 - ii. High Quality in all settings
 - Center-based.
 - Family child care home.
 - Subsidized Kith and Kin
- Professional and Career Development
 - i. A system that produces and retains motivated, qualified educators
 - ii. Career lattice for diverse workforce with different points of entry.

- iii. Professional Development and Certification System.
- iv. Salaries commensurate with K-12 salary schedule appropriate to position.

- Governance
 - i. We propose that our youngest learners deserve and should be guaranteed a high quality education.
 - ii. One State entity to distribute resources to Early Local Education Agencies (ELEA).
 - iii. Multiple (regional or county) mid-level entities to provide oversight of local entities.
 - iv. Multiple local entities with responsibilities, authority and control to deliver services.
- Finance
 - i. Create a per child funding formula loosely based on the Average Daily Enrollment (ADE) model used in the K-12 system.
 - ii. Consolidate multiple lines of existing funding by collapsing or “braiding” funds based on eligibility to form the best package for each child.
 - iii. Consider new revenue sources.
- Crosswalk and Connection
 - i. Essential Functions of ECE necessary for success in K-12.
 - ii. Curriculum.
 - iii. Accountability.
 - iv. Workforce/Professional Development.
 - v. Finance.
 - vi. Governance.
 - vii. Delivery System

Discussion: Commissioner Vismara asked if there was any mental health federal funding that could be partnered with. Commissioner Hill-Scott stated that the concept is to identify every bureaucracy and pursue all available funding. Commissioner Belshé stated that the state dollar has to be put down before the federal dollar will follow. Commissioner Hill-Scott stated that this is viewed as a 20-year process. Commissioner Vismara noted that the Surgeon General’s Office might be a good place to initiate dialogue on the topic of future funding. Commissioner Vismara stated that Dr. David Satcher might have a personal interest in this topic. Commissioner Belshé asked for the identification of the strategic entry points. Jane Henderson stated that when the report is done staff could look at opportunities for the Commission to make a concerted effort to address such issues. Commissioner Hill-Scott stated that packaging of the Master Plan for all audiences is the first thing that could be done. Beyond that, the Commission could fund research to do an econometric model of family leave so an insurance scheme could be created to cover that for the

state of California. Much of the work is publishable and may be used across the country as another type of communication that would come from the Commission that's very appropriate for the state that produces collateral support for School Readiness efforts. Another idea would be doing models that deal with kith and kin as providers of high quality school readiness activities. This issue will be discussed further at the retreat.

Public Comment: Linda Siegel stated that there is a lot of money available in the mental health arena and encouraged the Commission to spend its money on publicizing the availability of that money. There are large untapped resources available.

Ed Condon, California Head Start Association, stated that special emphasis need to be placed on transition services for families. There are many children and families that have differing levels of language and learning disabilities. Mr. Condon suggested the Commission get involved with building collaborative programs for Full Day Full Year. There are federal dollars that are not being leveraged. There are very specific barriers on which the Commission may express an opinion.

Marsha Sherman, California Child Care Health Program, informed the Commission that there is a great deal happening in early childhood mental health at the national level. The focus of the Healthy Child Care campaigns will be on the delivery of mental health and behavioral health services to young children. Healthy Child Care held a series of focus groups were held throughout the state with direct service childcare providers and parents to find out what their needs are. The results of the focus groups are being tabulated. Ms. Sherman requested that the Commission hear these results.

Agenda Item 17 – Adjournment

Action by Commission: The motion to approve was seconded and passed by vote without dissent.

Next Commission meeting will be held on December 11th in Sacramento.